

Group of Experts meeting of CCW Amended Protocol II and Meeting of Experts of CCW Protocol V

**Geneva, 20-21 July 2022;
22 July 2022**

**Information for participants from States Parties, Signatory States, Observer States,
intergovernmental organizations and non-governmental organizations**

DATE AND VENUE

1. The Group of Experts meeting of CCW Amended Protocol II will take place on 20-21 July 2022 at 10AM-1PM & 3-6PM. The Meeting of Experts of CCW Protocol V will take place on 22 July 2022 at 10AM-1PM & 3-6PM.
2. Both meetings will be held in **Conference Room XIX** at the Palais des Nations ([map](#)), Geneva, Switzerland.
3. The Group of Experts meeting of CCW Amended Protocol II will be presided by Ambassador Yuri Borissov Sterk, Permanent Representative of Bulgaria to the United Nations Office and other international organizations in Geneva.
4. The Meeting of Experts of CCW Protocol V will be presided by Ambassador Ignacio Sánchez de Lerín Garcia-Ovies, Permanent Representative of Spain to the Conference on Disarmament.
5. Meeting documents are available on UNODA Meetings Place:
 - Amended Protocol II: <https://meetings.unoda.org/meeting/ccw-amended-protocol-ii-group-of-experts/>;
 - Protocol V: <https://meetings.unoda.org/meeting/ccw-protocol-v-meetings-of-experts/>.
6. The meeting will be held in person, but UN Web TV coverage will be provided for the entire duration of the session. Web TV allows for live streaming in all six official languages of the UN but cannot be used to take the floor to deliver statements. The UN Web TV link will be made available on UNODA Meetings Place (see above for links).

REGISTRATION

7. All participants who will be physically present at the Palais des Nations for the meeting, including those who already have the UN grounds pass, are required to register on Indico by **15 July 2022**.
 - For the Amended Protocol II Group of Experts meeting (20-21 July 2022), please register on <https://indico.un.org/event/1001110/>. For the Protocol V Meeting of Experts (22 July), the Indico link to register is <https://indico.un.org/event/1001105/>.

- User guides on Indico registration can be found [here](#). For technical questions, such as the non-receipt of confirmation of the account creation or non-receipt of the QR code, please contact support.accreditation@un.org.
 - Participants who already have an Indico account can register directly for the meeting after logging in.
 - Participants who do not yet have an Indico account, need to first create a new account. An automated message confirming the account creation will be sent to the registrant by the system.
 - Once the account is created, the participant needs to register for the respective meetings in a second step.
 - When registering, please pay particular attention to the **representation type** (Government, Intergovernmental organizations, Non-governmental organization, United Nations, etc.). For example, if you represent a Permanent Mission to the UN in Geneva, please select “Government.” Only United Nations staff members should select “United Nations.”
 - Once the registration is received, it will be reviewed by UNODA Geneva Branch. When a registration is approved, an automated response is emailed to the registrant, including an e-ticket / QR code.
8. Those who will follow the proceedings away from the Palais on [UN Web TV](#) should **not** register.

NOTE VERBALS

9. Prior to registration, **States** should send, through their Permanent Missions, a note verbale to ccw@un.org, listing the full names and titles of the members of the delegation and clearly indicating the head of the delegation.
10. Sending by postal mail the original copy of the note verbal is strongly discouraged. An electronic copy sent to ccw@un.org is sufficient.
11. Once the UNODA Geneva Branch receives a note verbale from a Permanent Mission containing a list of its delegation members, the Secretariat will consider that State to be participating in and bearing the **costs** of the meeting in accordance with the United Nations scale of assessment. Non-High Contracting Parties to the CCW will be billed retroactively for the meetings in which they have participated.
12. **International organizations** may participate in the meetings as observer agencies. An official letter should be addressed to the UNODA Geneva Branch informing of their participation and listing the full names and titles of the members of the delegation.
13. **NGOs and academic institutions** may designate representatives to attend public sessions of the meetings. An official letter with the official letterhead of the organization should be

addressed to the UNODA Geneva Branch requesting participation and listing the full names and titles of the representatives who will attend. A mission statement or summary of work of the organization is also to be provided. In addition, NGOs and academic institutions that have not previously attended a CCW meeting should indicate previous interactions between the organization and the United Nations in relation to disarmament and nonproliferation issues.

14. A note verbal or an official letter is required to register on Indico.

COVID-19 MEASURES

15. Participants are encouraged to read carefully information on the UNOG response to COVID-19, available at <https://www.ungeneva.org/en/covid-19>.
16. Access to the Palais des Nations premises is not authorized for any person who has tested positive for COVID-19 within the last five days. It is also not permitted to come to the UN premises if you have any cold-, flu- or COVID-19 like symptoms, however mild (even after a negative COVID-19 test result).
17. **Masks remain required in conference rooms** until further notice. Furthermore, all persons at the UN premises continue to be encouraged to observe safety and hygiene measures, such as regular hand washing, cough/sneeze etiquette and keeping safe distances.

ACCESS TO THE PALAIS DES NATIONS

18. Grounds passes valid for the duration of the meeting to enter the Palais des Nations will be available for collection from the Pass and Identification Unit at the Pregny Gate of the Palais des Nations. Kindly note that if you are attending both the Amended Protocol II Group of Experts meeting and the Protocol V Meeting of Experts, you will need to get two badges, one for each meeting. Participants are advised to come to the Pregny Gate well in advance to allow sufficient time for security checks and badge issuance.
19. Delegations from States can collect their passes between 8AM and 4PM starting from one business day before the meeting. A copy of the delegations' note verbale and the e-ticket / QR code received following Indico registration approval are required.
20. Non-governmental representatives can collect their badges in person from 8AM on the first day of the meeting. A valid passport or national identification card will have to be produced along with the e-ticket / QR code from Indico.
21. For security reasons, the identification badge must be worn and visible to UN Security staff at all times while visiting the Palais des Nations.

PUBLIC TRANSPORT

22. Many hotels in Geneva provide guests with free public transport passes for the duration of their stay. The Palais des Nations is served by several tram and bus lines: Buses 8, 28, F, V and Z serve Pregny Gate ("Appia" stop) where the Pass and Identification Unit is located. Trams 13 and 15, as well as buses 5, 8, 11, 14, 28, V, F, and Z serve the Nations stop. The Place des Nations, where the Nations Gate is located, is some 500 meters away from the

Pregny Gate. Bus 28 serves “Geneva Cointrin Airport” from the “Nations” and the “Appia” stops at the Pregny Gate and Bus 5 serves the airport from the “Nations” stop. Further information such as itineraries, timetables, fares, etc. can be found on the website of the Transports Publics Genevois (see: www.tpg.ch).

PARKING

23. Delegates wishing to park on the premises should request authorization in advance through their Permanent Mission in Geneva. The UN Security and Safety Service at Pregny Gate will issue the parking authorization at the same time as the delegate’s identification badge.

TRAVEL AND VISAS

24. The UNODA Geneva Branch cannot offer financial or logistical support to assist with travel to, accommodation during, or other costs related to attending the meetings. It is the responsibility of States or NGO representatives to make arrangements for visas, travel and related costs and compliance with [host country measures for entry](#) into Switzerland.

FACILITIES FOR PARTICIPANTS

25. Free Wi-Fi is available in the meeting rooms and generally throughout the Palais des Nations.
26. A coffee shop (Serpent Bar) can be found behind Room XVIII on the first floor of the E Building. A UBS branch is located at Door 40, E Building (see map) and SAFI (a small general shop) at Door 1, S Building (see map).

DOCUMENTATION AND SPEECHES

27. **In order to assist the interpreters, statements should be sent to speeches@un.org, prior to delivery.** The subject line of the email should clearly indicate the conference room number, date, session (AM/PM) and country/organization delivering the statement, copying ccw@un.org.
28. Electronic distribution of documents should be given preference over the circulation of hard copies in the conference room, in line with UNOG measures in response to COVID-19.

SECRETARIAT

29. Further enquiries regarding attendance and participation in the Meeting should be addressed to ccw@un.org.

CCW Implementation Support Unit

22 June 2022